



Chinthaka Jayatilake <chinthakajayatilake98@gmail.com>

Online Exam Registration - Instructions

exams@hq.bcs.org.uk <exams@hq.bcs.org.uk>

Mon, Jan 14, 2019 at 4:15 PM

To: chinthakajayatilake98@gmail.com

Cc: exams@hq.bcs.org.uk

Dear Mr Jayatilake,

Reference Number 990673381 (Please quote this reference number in all dealings with BCS and ISEB)

Thank you for enrolling online. Your schedule is set out below.

Please print this email and bring it with you. This email - **and** a passport/identity card/driving licence with your name and photograph on it to prove your identity - will allow you to gain admittance to the examination venue to sit your exam(s).

You should arrive at the venue 30 minutes before the start of each examination. For HEQ examinations, entrance to any examination will not be permitted 30 minutes after the start time. For ISEB examinations, once the examination is in progress you will not be permitted to enter the room unless by agreement with the invigilator.

If you have selected more than one exam, details of the others will arrive in separate emails. You will also receive an email receipt and a confirmation email from Netbanx. If the choices of modules, venue or personal details are incorrect please contact either the BCS Higher Education Qualifications department or ISEB Exams Offices immediately, depending on which exam type you have purchased. Details of how to contact us are at the bottom of this email.

I confirm that you have been entered for the following module:

Type : BCS

Level : Certificate in IT

Subject : Computer & Network Technology

Sitting : Sri Lanka, Colombo B96, Tuesday 26th March 2019 @ 10:00AM

Personal Details: Full Name : Chinthaka Jayatilake

Candidate Number : B96/990673381

Additional Information

Bandaranaike Memorial International Conference Hall (BMICH) Bauddhaloka Mawatha COLOMBO 07 SRI LANKA Please bring National Identity Card with you to the venue. This is a change of venue. Please ensure you know where the venue is and how to get there. Any queries, please contact the British Council office on 074 521544 (direct line) or 01 581171 Ext 544, Fax 01 587079 or Email: amarasiri.ananda@britishcouncil.lk Otherwise please contact BCS Customer Services on +44 (0) 1793 417 424.

Please note that we reserve the right to cancel any exam if required as a result of events outside our control. In such circumstances you would have the option to re-book or be refunded.

If you have also applied for BCS membership, a welcome letter and details will be sent to you separately.

Data Protection and Security

BCS, the Chartered Institute for IT, is registered under the DPA 1998. We process all personal data for

the purposes we have registered, including examination administration. We will send your contact details to the examination venue for use in an emergency or for authentication purposes solely for the BCS or ISEB Examinations. These will be destroyed after use.

Right to Cancellation

When purchasing this BCS service, you have the right to cancel your entry without charge by notice in writing to the Exams Office at the BCS within 14 days of our acceptance of your entry.

ISEB Cancellation Fees

Cancellations with 7 to 14 days notice will be charged at 50% of the exam fee, less than 7 days notice will incur the full exam fee. This will be waived if a valid Doctors Certificate can be produced and submitted within 7 days of the examination date.

For queries on BCS HEQ Exams, please contact the BCS Customer Service team: Tel +44 (0)1793 417424 or Fax +44 (0)1793 417444 or Email: custsupport@hq.bcs.org.uk

For queries on ISEB Exams, please contact the ISEB Exams Office on: Tel +44 (0)1793 417655 or Fax +44 (0)1793 417559 or Email: certsupport@bcs.uk

Yours Sincerely

Exams Department

BCS, the Chartered Institute for IT 1st Floor, Block D North Star House North Star Avenue Swindon, SN2 1FA UK

BCS is a registered charity: No 292786 VAT Number: GB618168724

This email and any files transmitted with it have come from, and are the property of The British Computer Society a registered charity in England and Wales (number 292786) or its wholly owned subsidiary BCS Learning & Development Limited a company registered in England and Wales (number 1005485). They may be privileged, confidential and intended solely for the use of the intended recipient. No-one else may retain, use, copy, forward, distribute or place any reliance on all or any of it in any form. If received in error, it should be destroyed and not disseminated. Our registered office is 1st Floor, Block D, North Star House, North Star Avenue, Swindon, England SN2 1FA. If you receive this email in error, please contact customerservice@bcs.uk
